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# VILLAGE OF ARDEN TOWN ASSEMBLY SEPTEMBER 26, 2016

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Town Meeting Minutes



JANUARY 23, 2017

Next Town Assembly for the Village of Arden 7:30 p.m. Gild Hall  
2119 The Highway Arden, Delaware

## **MOTIONS/RESOLUTIONS PRESENTED**

### **7.1 Advisory Committee Report - Resolution of Recognition for Jennifer (Jenny) Montgomery**

Whereas: Jennifer (Jenny) Montgomery has served as the US Postal carrier for the Village of Arden from November 1999 through October 2016;

And, has met the needs in the community with personalized service;

And, has bridged the gap between community and governmental agencies by engaging the community and befriending the residents of the Village of Arden;

And, has become an integral part of life in the Village of Arden through her many engagements with the community beyond that of a mail carrier;

While, performing her official duties of delivering the mail throughout the Village of Arden with diligence, exuberance, and joy;

Be it resolved that the Village of Arden extends its appreciation of Jenny's service to the Village of Arden and for her involvement in our community.

**Resolution Unanimously Accepted**

### **3.0 Town Chair Communications Report - Clarification of Motion**

After some discussion with the parliamentarian, it appears that Robert's Rules does allow for a motion to be altered after the question has been called. To do this under Robert's, a specific motion would have to be made and requires unanimous consent of the Assembly. However, our charter only requires a majority on all motions. I will continue to get clarity on this matter – once he has had a chance to listen to the March meeting.

### **11.6 Community Planning - Motion to Establish Policy**

#### **Policy Establishing Expenditures from the Registration of Vacant Dwellings Ordinance #15**

##### **Purpose**

**Motions/Resolutions Presented**

This policy is designed to define both the purpose and process for use of funds collected from the *Annual Registration of Vacant Dwelling and Registration Fees Ordinance #15*. Use of this fund is restricted to the indented purpose of the Ordinance which is to protect the public health, safety and welfare of Arden and to encourage civic engagement throughout the Village.

**Process**

- All collected money from the Ordinance will be accounted for as a separate Village fund in perpetuity.
- Any resident of Arden can submit a project to spend this fund by presenting it before a Committee. If the Committee accepts the project it will send the project to Community Planning Committee for their review and incorporate it in their report at the next Town meeting.
- Community Planning Committee will review the project to ensure that it meets the purpose of the fund and if so present it to the Village Officers for final approval.
- The Village Officers will review the project and have the final approval for the expenditure of this fund.

Motion Questioned called

Policy to establishing expenditures from Registration of Vacant Dwelling Ordinance #15

**Motion Passed Unanimously**

**3.1 Change in Law - State and Federal Voting Eligibility in Arden Elections**

In compliance with state and federal law, we have eliminated the 6-month waiting period for voter eligibility in Arden elections. The Registration Committee is revising all our voting instructions to reflect this change. If you live in the Village of Arden, if your Arden address is your permanent domicile, and you are 18 years of age or older, you are now eligible to vote in Arden elections.

**ATTENDANCE****Attendees Sign In – 50**

Remember when signing in, please **Print your name clearly**, otherwise it will be listed as an unidentifiable signature.

Line 37 Illegible signature (copy of sign in sheet Attachment section)

First	Last	Line #	First2	Last3	Line #4
Carol	Larson	1	Marcia	Scheflen	26
Mike	Curtis	2	Cynthia	Dewick	27
Julia	McNeil	3	David	Gerbec	28
Michelle	Ferraro	4	Ed	Rohrbach	29
Eleanor	Fieni	5	Ron	Meick	30
Chris	Junk	6	Jill	Althouse-Wood	31
Cecilia	Vore	7	Mark	Wood	32
Hugh	Roberts	8	Denis	O'Regan	33
David	Michelson	9	Grace E	Ressler	34
Gary E	Quinton	10	Brooke	Bovard	35
Mary	Murphy	11	Stephen	Harcourt	36
Ray	Seigfried	12	Illegible	signature	37
Sally	Sharp	13	Warren	Rosenkranz	38
Cookie	Ohlson	14	Carl	Falco	39
Steven	Threefoot	15	Lynda	Kolski	40
Danny	Schweers	16	David D	Claney	41
Barbara	Macklem	17	Larry	Walker	42
Gordon	Jenks	18	Elizabeth	Varley	43
Roderick	Mac Donald	19	Mary	Young	44
Elaine	Hickey	20	Barbara J	Henry	45
Ruth	Panella	21	Toby	Ridings	46
Sam	Panella	22	Clay	Ridings	47
Mary	Vernon	23	Jan	Westerhouse	48
William	Theis	24	Jim	Laurino	49
Katrina	Streiff	25	Randy	Hoopes	50

**1.0 Call to Order** - Chair Jeffrey Politis, called meeting to order at 7:33 P.M.

**2.0 Approval of Minutes:** June 2016 Town Assembly Minutes approved as presented.

**3.0 Towns Chair's Communication Report** - Chair Jeffrey Politis

Communications from the Chair.

Since the last town meeting....

1. As stated at the last town meeting, I have been working with Jonathan Jacobs, the parliamentarian, to better understand some of our processes. In particular, I have sent him the audio recordings and the meeting minutes from the last three town meetings for his review. I have asked for an opinion about how to improve our minutes as well as comment on our practices in relation to Robert's Rules.

One question relates specifically to the exchange at the March town meeting when a motion was presented to the assembly. A written copy was handed in and the motion was "officially" read into the minutes. Upon rereading the motion, after debate and a call for the question, it was found that the motion as written and read into the meeting went beyond the intent of the motion maker. I deemed, via my understanding of Robert's Rules, that the motion could not be altered, and to have the motion voted on as written and read into the minutes.

After some discussion with the parliamentarian, it appears that Robert's Rules does allow for a motion to be altered after the question has been called. To do this under Robert's, a specific motion would have to be made and requires unanimous consent of the Assembly. However, our charter only requires a majority on all motions. I will continue to get clarity on this matter – once he has had a chance to listen to the March meeting.

As a reminder, as has been our custom, all motions must to be submitted in writing or be written down at the time the motion is being presented. At the time the motion is presented, we will confirm the written motion matches the motion maker's intent before a second is recognized and

the motion read into the meeting. Hopefully, this practice will prevent the type of confusion that occurred at the March meeting.

2. Many have noticed a significant amount of overgrowth around the right of ways. In some cases, that growth has encroached into the roadways or prevents pedestrians from stepping off road ways. Please take a moment and review your leasehold rights-of-way and cut back any areas of overgrowth. The is especially important around turns as overgrowth can cause blind spots. It is the leaseholders' responsibility to maintain their right of way.
3. Several people have reminded me that there is a presidential debate tonight. I will do what I can to maintain an efficient meeting. I ask all committees to be concise in their committee reports. That being said, I will not look to squelch either discussion or debate where it is needed.
4. Thank you to Civic for providing refreshments.
5. Lastly, a reminder that this meeting is being recorded and we ask that all comments be made at the microphone.

Let's have a respectful and deliberative meeting. Thanks

So submitted

Jeffrey Politis

Town Chair, Village of Arden

### **3.1 Change in Law - State and Federal Voting Eligibility in Arden Elections**

Cecilia read the following:

In compliance with state and federal law, we have eliminated the 6-month waiting period for voter eligibility in Arden elections. The Registration Committee is revising all our voting instructions to reflect this change. If you live in the Village of Arden, if your Arden address is your permanent domicile, and you are 18 years of age or older, you are now eligible to vote in Arden elections. Move this to beginning of meeting after communications report

Comments/Questions - None

**4.0 New Residents** – Eleanor Fieni and Michele Farrow, Rod McDonald (2102 Harvey Rd)

### **5.0 Recognition of Departed**

Robert Forney passed away Aug. 3, at the age of 89. Bob was senior vice president of DuPont from 1979 to 1989. He lived in Unionville, Pa., but he was a longtime member and supporter of the Arden Club, and gave generously to the Club building fund. An active member of the Shakespeare Gild, he appeared in many Shakespeare plays, frequently playing a character of great dignity. For the last several years, Bob fought memory loss by memorizing Shakespeare sonnets. We have Bob to thank for the outdoor lights at the Field Theater; they were paid for by contributions from the Shakespeare Gild Patrons Fund and a personal matching grant from Bob Forney.

Jeanne Stigler died Sept 21 at the age of 63. She moved to Ardentown in 1981. She and her husband, Bob, bought a house at the bottom of Sconset Road. They raised two handsome sons, Robbie and Harrison, and a number of handsome standard collies. Jeanne groomed dogs with Mandy Tocco, delivered the News Journal to the three Ardens for many years, and ran her own embroidery business from a studio in her back yard. She was an accomplished dog trainer, avid gardener, talented painter. For many years after serving on the ACRA Board, Jeanne continued to organize the annual House and Garden Tour. She only stopped last year, when her illness became too debilitating. There will be a memorial service here at the Gild Hall Saturday, Oct 8 at 1pm.

John Lee Austin son of Bob and Edith Austin, an old Aden family (1920's). Bob Austin's father built the Ferris wheel for the kids of Arden. John was married to Rowena Vincent. He is survived by a myriad of relatives.

Kay Alvarez - Moved to Arden 1960 (Weave shop). In 1962 married Ray Alvarez and moved to 1508 Evergreen Lane lived there for 17 years.

Barney Barash - Jeff read an article that he feels captures Barney.

Though Barney was a prim and proper city girl, she lived for nearly a half century in the Boenheim

Village of Arden. Her door was always open for a seemingly unending parade of diverse visitors especially on Christmas eve. All were treated to her unique brand of sarcastic wit and unbelievable inquisitiveness, and especially her bottomless reserve of generosity, acceptance and compassion.

A moment of silence

## 6.0 Visitors – None

## 7.0 Advisory Committee Report - Steven Threefoot

The Advisory Committee met at the Buzz Ware on Tuesday, September 6. The Advisory Committee set the agenda for this meeting, identified likely discussion points and motions to be covered at this meeting.

The slate for the Board of Assessors will be closed in the next couple of days. If you wish to place your name into nomination, please express your interest now. As of this time, the slate for the 2016/17 Board of Assessors is:

	Name		Name
1	Joe Del Tufo	7	Kate Threefoot
2	Denis O'Regan	8	Tom Wheeler
3	Mike Opelka	9	Mark Wood
4	Pam Politis	10	Mary Young
5	Gary Quinton	11	Warren Rosenkranz
6	Sue Rothrock	12	John Scheflen

## Comments/Questions

Mike Curtis nominated himself from the floor for Board of Assessors. Steven added David Gerbec.

The yard signs announcing the town meetings have been placed around town. They will be collected and stored at the Buzz Ware within a day or two of this meeting. If you have suggestions for changing to the location of these signs, please send an email to [advisory@arden.delaware.gov](mailto:advisory@arden.delaware.gov) or contact me.

## **7.1 Resolution**

As an expression of appreciation by the Village of Arden, the Advisory Committee would like to put the following resolution on the floor:

### **Resolution of Recognition for Jennifer (Jenny) Montgomery**

Whereas: Jennifer (Jenny) Montgomery has served as the US Postal carrier for the Village of Arden from November 1999 through October 2016;

And, has met the needs in the community with personalized service;

And, has bridged the gap between community and governmental agencies by engaging the community and befriending the residents of the Village of Arden;

And, has become an integral part of life in the Village of Arden through her many engagements with the community beyond that of a mail carrier;

While, performing her official duties of delivering the mail throughout the Village of Arden with diligence, exuberance, and joy;

Be it resolved that the Village of Arden extends its appreciation of Jenny's service to the Village of Arden and for her involvement in our community.

### **Resolution Approved through Unanimous Consent**

In the Arden Page will be a notice of a social gathering in November in honor of Jenny's retirement at the Buzz Ware Village Center. At that point an official plaque will be presented to her.

**Questions-** None

Advisory Report Approved

## **8.0 Treasurer Report - David Michelson**

David reviewed Statement of Financial Position, Statement of Financial Activity and Statement of Fund Balance as of September 25, 2016 (6 month). (copy of Statements following minutes in Attachment section)

## Special Village Funds Additional Footnotes

- Buzz Ware - Deficit (\$2,735) The \$2,735 deficit will be reduced by rental income and program income that was not recorded as of September 26, 2016.
- Trustees of Arden Donation \$6,079. This is a new line item. It represents the Trustees' donation of \$9,000. The Officers decided to put it in a separate fund that can be carried forward.

The intent is not to spend it until a discussion with the Village on ideas and ways of spending it.

Jeff Politis - At the Advisory Meeting they asked the Budget Committee to consider possible ways to bring that money in. Trying to make sure the money is used appropriately. It could go into a special fund or operating fund. Right now the officers are working with Advisory and Budget to figure out best place for that money

**Questions -None**

Treasurer's Report Accepted

## 9.0 Trustee Report - Mike Curtis

### Trustees Report September 26, 2015

The Trustees have several items to report this evening:

**Finances:** We have copies of the quarterly financial report available tonight. The Trustees will pay the New Castle County and School taxes which are due September 30. In the spring of 2016, a school tax referendum was passed that increased the school taxes by \$35,602.17 over last year.

County taxes	85,608.09
School taxes	354,282.08
Total County and School taxes paid	<b>439,890.17</b>
Rebates to individual leaseholders	<b>41,193.34</b>
<b>Total paid</b>	<b>481,083.51</b>

Regarding rebates, the rebates to individual leaseholders are calculated from programs administered by New Castle County (not the Trustees). One program gives a tax exemption, and the other a tax credit. The County program called **Senior School Tax Rebate** is a tax credit for those 65 and over (that is the only criterion) and the other program is called **Senior or Disability Income Exemption** that is based on your adjusted gross income for the previous calendar year. You must apply one time to receive the Property Tax Relief credit and for the Senior or Disability Income Exemption: We encourage you to apply. There is a filing deadline to qualify for the upcoming tax year. Please contact the New Castle County Treasurer's Office (302) 395-5520 for an application and for any questions that you have. The County is most helpful with the forms. The eligible leaseholders for the County programs this year should receive their rebate checks by mid-October. If you do not receive your rebate by then, please contact the Arden Trustees Office (475-7980).

An audit of the Trustees 2015-2016 fiscal year has been finalized. Copies were sent to the Auditing and Budget Committees, Town Treasurer, Town Assembly Chair and Board of Assessors.

The Trustees have sold the Houes leasehold. The Trustees presented a check in the amount of \$9,179 to the Village which represented the difference between the expenses incurred from the purchase of the leasehold and the sale price.

**Lease Transfers**-There have been three transfers since the June Meeting: 2101 and 2103 Marsh Road to Marty and Dawn Mellinger, 2201 Orleans to Michelle Ferrarro and 2100 Harvey Road to Janine Moody.

Respectfully submitted,

*Mike Curtis*

Mike Curtis, Arden Trustee

(Trustees Financial Report following minutes in Attachment section).

**Questions** - None

**10.0 Board of Assessors - Denis O'Regan**

No Report due for September

Open the floor for Alternative Assessment proposal was postponed following the Buzz Ware Village Report.

**11.00 Committee Reports are presented in Alphabetical Order**

**11.1 Archives – Chair Lisa Mullinax**

Barbara Macklem presented the following report.

**Arden Archives Photographic Collection.** We were pleased to be awarded a “Stewart Summer Internship” from the History Department at the University of Delaware. to review, organize, catalog, scan, protect and re-house thousands of photographs in the collection. Our curator, Kelsey Ransick, developed the process for the project and an intern from the University of Delaware, Liz Jones-Minsinger, worked MANY hours under the supervision of Committee members. As a result, almost 2,000 images are now accessible for searching and viewing on the Arden Craft Shop Museum website, with more to come.

**Walking Tour Maps.** We have revised and reprinted our popular walking tour maps and they are available to purchase at the Museum for \$3. We are also supplying them at a reduced price to the Villages for use in Welcome packets.

**New Exhibition Opens Next Month.** "There's a Gild For That," a showcase of our many Gilds past and present, will kick off with a reception at the Museum on Sunday, October 23, from 1 to 3 p.m. You are invited to join us! The Arden Club and its Gilds are an important part of the history of our villages and continue enrich the social life of our community.

Please note the Museum will be closed October 12 to 22 to let us prepare for the exhibition.

Regular Museum hours are Wednesdays, 7:30 to 9 p.m., and Sundays, 1 to 3 p.m.

Our website is [www.ardencraftshopmuseum.com](http://www.ardencraftshopmuseum.com).

**Questions** - None

Archives Report Accepted

**11.2 Audit-** Chair Cookie Ohlson

The Audit Committee met on September 7 to review the books and accounts of Arden. All was found to be in order.

Helen “Cookie” Ohlson, Committee Chair

**Questions** – None

Audit Report Accepted

**11. 3 Budget** - Chair Gary Quinton

**2017 -2018 Arden Budget Ballot** (Attachment Section)

Jeff reminded everyone that this is the last opportunity to change the Budget Ballot. Once this is approved at Town Assembly, this will be the Ballot that will be mailed out. He requests all to review Arden Budget Ballot and submit any questions or recommendations.

**Questions/Comments**

Cecilia pointed out the deadline date is incorrect.

Deadline - The ballots must be received by 7:30 P.M., Thursday, November 3, 2016

**Motion** to Approve the Budget Report including the Budget Ballot

Motion Unanimously approved

**Questions** – None

Budget Report Accepted

Policy Statement a hard copy provided (attachment section).

**11.4 Buzz Ware Village Center – Co - Chair Walter Borders, Denis O'Regan**

Denis O'Regan presented the following Report:

BWVC Committee Report to the September 2016 Village of Arden Town Meeting

The Buzz Ware committee has a number of items to cover this evening. We will cover

- Building use and community programs
- Financial status
- Status of the Exterior Capital Project
- New meter for solar panels
- Committee structure

Building Use and Community Programs: The total use of the Buzz (by our definition of slots) has been consistently between 32% and 35% the past 9 months. The Buzz tracks three buckets of use: guests, official use, and community programs. The breakout for these buckets is approximately at equally level for rentals (42.5%) and community events (42.5%) and with official use/meetings approximately 1/3 of the level of the other two buckets (15%).

As a reminder, the Buzz sponsors a number of classes (i.e., Strength & Mobility twice a week and a Yoga class on Saturday morning), regular programs (i.e., Coffeehouse, Art on the Town, Group Motion, the Georgist Group, Monday night art class), and other special events. We have had an estimated 1,146 participants in our community programs since the beginning of the FY. Interest and financial support for these programs continues to be strong.

If you have an idea for a special event or would like to organize an ongoing program, please go to our website – [www.ardenbuzz.com](http://www.ardenbuzz.com) – and submit a “Community Event” request form. The committee reviews these submissions at each standing committee meeting scheduled on the 3<sup>rd</sup> Monday of the month.

Financial: As of September 19, the Buzz Ware’s operating budget is negative by approximate \$2,000 in rental revenue. For reference, this is about the amount of 4 full or 8 half-rentals of the building for one-time use. Overall, we are not in bad shape from an operating perspective. If you know of

anyone looking for a unique place to hold a private party, a workshop, or a special event, please let them know about The Buzz.

The renovation fund spent \$12,760 on the building's exterior. With \$2000 from the village and a donation of \$2000 from Ardencroft, The Holistic Expo, our largest fundraiser, raised \$6,937. Great job was done by the PPP committee and their volunteers. The renovation fund now has approximately \$20,000.

External Capital Project The External Capital Project for The Buzz was finished in time for the Arden Fair. The cost of the renovation came \$37,760. We used \$12,760 from the Renovation fund and the \$25,000 from the Capital Fund that the town approved in September 2015.

New meter for solar panels

To finalize the selling of solar credits (SRECs) that are generated at the Buzz, we need to be able to accurately report the electricity produced. In order to produce this data, a revenue grade meter needs to be installed at the Buzz. The cost of the project is ~\$1000. The SRECs will produce an annual revenue of ~\$2000/year for then next 10 years and ~\$650/year for the following 10 years (Total~\$26,500). The meter, which will be located in the utility room off of the office, will be installed in the next 1-2 months.

Organization of the Committee:

Steven Threefoot has left the committee. We should congratulate Steven has been central on the work toward bringing business metrics and operational transparency to the Buzz. During his position as the chair, the goal of the Buzz becoming a strong community center has more realized. Thank you, Steven. In Steven's vacancy, Denis O'Regan and Walter Borders have been elected to the position of co-chairs of the committee.

Concluding Remarks:

The Buzz continues to look for new ways to support the Ardens. We do ask, if you observe something in or around the facility you find of a concern, or if you simply have a suggestion for facility

improvements at the Buzz Ware, please contact a committee member, or go to the Buzz Ware website under “Contact”. You can make comments, submit an idea for a community event or volunteer.

Again, we want to thank all those that volunteer their time and resources to support the Buzz and the ongoing activities.

Respectfully submitted,  
Denis O'Regan

### **Questions/Comments**

After announcing Steven Threefoot stepping down from the Buzz Ware Village Committee, there was a round of warm applause from the Town Assembly.

Ray Seigfried - Thanked all of the members of the Buzz Ware Committee not for just the renovations of the Buzz Ware building, but the entire outcome. He expressed that it is wonderful and a beautiful building. Hearty Applause.

Buzz Ware Village Center Report Accepted

### **10. Board of Assessors**

Jeff opened the floor for Alternative Assessment proposal. Since no Alternative Assessment has been presented, the Assessment the Board of Assessors presented at the June Town Assembly is the only Assessment that will be mailed out with referendum.

### **11.5 Civic – Co- Chairs Ed Rohrbach, Al Marks**

The committee continued to repave some areas of the town's crumbling roads during this quarter including a section of Hillside Road near Millers Road, installing a swale across the Highway in front of the Guild Hall to control storm water runoff in that area, and repairing some previous paving at the Sweep and Millers Road.

We also repaved around some storm drains on Millers Road and replaced a broken grate on one of them.

We removed a large tree, and some smaller damaged branches on Sherwood Green property after a storm.

We are also looking into improving the main aisle in the Field Theater from the road down to the end of the seating, installing a permanent picnic table near the new slide, possibly under the Fells Oak.

The next meeting of the Committee is scheduled for October 4<sup>th</sup> at 7:30 PM at the Buzz Ware.

Respectfully submitted

Edward Rohrbach

Co-Chair

**Questions/Comments**

Hugh Roberts - Millers and Marsh Rd overgrowth (The weeds between the fence and roadway. The stop sign is not visible). Forest Committee, Carol Larson said she will work with Civic Committee to address this because it is part of the forest right-of- way. Noted

Chris Junk - A tree is obstructing the crossing sign on the Milky Way path across from Memorial Garden (near Phil Fisher's Leasehold). Noted

Civic Report Accepted

**11.6 Community Planning – Chair Ray Seigfried**

- **Approval of Policy for expenditures from the Annual Registration of Vacant Dwellings and Registration Fees Ordinance #15.**

Community Planning Committee has reviewed the following policy with the officers, Advisory Committee and is presenting this policy before Town Assembly for final approval.

**Motion to Establish Policy**

**Policy Establishing Expenditures from the Registration of Vacant Dwellings Ordinance #15**

**Purpose**

This policy is designed to define both the purpose and process for use of funds collected from the *Annual Registration of Vacant Dwelling and Registration Fees Ordinance #15*. Use of this fund is restricted to

the indented purpose of the Ordinance which is to protect the public health, safety and welfare of Arden and to encourage civic engagement throughout the Village.

**Process**

All collected money from the Ordinance will be accounted for as a separate Village fund in perpetuity.

- Any resident of Arden can submit a project to spend this fund by presenting it before a Committee. If the Committee accepts the project it will send the project to Community Planning Committee for their review and incorporate it in their report at the next Town meeting.
- Community Planning Committee will review the project to ensure that it meets the purpose of the fund and if so present it to the Village Officers for final approval.
- The Village Officers will review the project and have the final approval for the expenditure of this funds.

**Jeff – Clarification of Motion**

We have a Vacant Housing Ordinance in which the town has been collecting money for the last several years but the town has no means of spending it because it was not set up at the time. This policy would allow the town to open those funds for various reasons which are stated in this policy.

**Motion Discussion**

Steven Threefoot - In favor of motion.

The money collected has grown to \$20,000. Instead of having it just sit there, it would be nice to have some mechanism we approve of to spend money makes sense.

Danny Schweers - Last two words change “funds” plural to singular tense “fund” because it is one fund.

Motion Questioned called

Policy to establishing expenditures from Registration of Vacant Dwelling Ordinance #15

**Motion Passed Unanimously**

- **Final action on House Bill 192, act amending Title 22 of Delaware code relating to possession of firearms.** After much conversation with everyone it has been decided not to pursue this ordinance.

- **Transformation ad-hoc sub-committee**

This subcommittee of Community Planning is facilitated by Steve Threefoot and Carol Larson. They are working out process for reviewing transformational projects. Anyone interested in joining them please see them after the meeting

- **Arden Stewardship for the Greens**

Community Planning is working with the Trustees and Town Chair to develop standards for the use of the Greens. Our goal will be to establish guidelines of how our common Green are used and develop an inclusive process.

- **Community Gardens**

The Arden community garden had a very active season with youth visitors from ACRA and Awakened Heart spiritual center. Improvements were made like a new retractable hose was installed making it easier for those with less strength to manage. The Gardeners will host the annual harvest potluck brunch on **Sat. October 8th 10:30 AM – 12:30 PM**. Everyone is invited to come and share the abundance of the garden.

- **Memorial Gardens**

No report

## **Questions/ Comments**

Grace Ressler – Asked for some background on **Transformation ad-hoc sub-committee**.

Jeff Politis, as Town Chair suggested a group be formed to creatively think of large projects that are needed for the Village. It is in the early stage of thinking of how we design that process of how we think about this.

Steven Threefoot - The Town has some significant endowments (couple of hundred thousands of dollars) and there is no ordained way to look at it as a whole Village of how we may want to spend those funds. This sub-committee was set up initially to screen those project. But where we actually are, we are putting together a process and a philosophy of how to do it. By March Town Assembly (public meeting in between) to come back with a suggestion on that mechanism. That becomes the mechanism for evaluating ideas for anyone in the Villages comes up with for us to determine where we want to spend those funds. If we want to do it longer term instead of short term.

Jeff - Anyone who wants to be a part of this sub-committee can talk to Ray. The idea is to try to come up with some vision for how we might do some things going forward and beyond that – are there projects that relate to that vision?

Grace Ressler and Brooke Bovard expressed interest in becoming a part of the sub-committee.

It was Noted.

Ed Rohrbach - In reference to **Stewardship of the Greens** - In as much, that the Civic Committee is responsible for the Greens, how come they have not been included in the discussions? Ray - They are in the early stages and Civic will receive an invite to participate in discussions.

Barbara Macklem - In reference to **Stewardship of the Greens** – She would like to encourage the historic nature of Green. She is sure someone from archives would like to participate in this study. Ray noted.

Community Planning Report Accepted

### **11.7 Forest – Co- Chairs Carol Larson, Katrina Streif**

This summer we cleared paths after storms in both sides of Arden. A new Eagle Scout path project is in the works. We built a bridge with the older ACRA Camp kids and repaired another.

Buckingham Greene Surface Water Management Planning Grant: Tour of the site by John Brundage from US Army Corps of Engineers led to the conclusion that we do not need permitting for the work because we are working on a drainage feature and not a continually flowing stream. We are working on insuring that we have access in the storm water easement and have requests for input to DelDOT.

The DNREC Naturalist has yet to visit and affirm that we are not disturbing any unique wildlife habitats.

Red Tail Restoration continues to keep the area at Marsh and Miller's free of invasive species and has expanded to the area along Marsh Road.

Hazard Tree monitoring continues, as well as mapping the Ash Trees in the village with Ed Rohrbach. We have placed orange tags on ash trees identified and measured. Please leave them in place.

Arden Fair Booth: We had new brochures about beneficial plants available at the booth. I have extra here if you'd like one. There is also a new brochure authored by Elizabeth Varley and Elaine Schmerling detailing the benefits of plants that many might consider weeds. You'll be surprised how many ways these plants function in our ecology. It will be online at Forests of the Ardens and at [www.arden.delaware.gov](http://www.arden.delaware.gov) when completed.

We shared our Arden Fair booth with Citizens Climate Lobby. They are a bipartisan group working toward creating the political will to affect solutions to climate change.

### **Questions/Comments**

Elizabeth Varley - Carol is going to be a part of a seminar of Delaware Center for Horticulture this week. Carol Larson - They are interested in getting communities involved in their landscape and we are one of the models.

Forest Report Accepted

### **11.8 Playground – Chair Jim Laurino**

The committee reports that the playgrounds are OK. Due to a lack of quorum there have been no committee meetings recently. We expect a better turnout at the upcoming meeting and we expect to organize a work day soon with a primary objective to weed and improve the mulch on the Sherwood playground.

The next playground committee meeting is on Thursday 6 Oct at 7:15 PM at the Buzz.

**Questions** None

Playground Report Accepted

**11.9 Registration – Chair Cecilia Vore**

The Registration Committee will conduct the annual Budget Referendum, and the election of the Arden Board of Assessors in October and November. The Committee will update the list of eligible voters on Sunday, Oct. 2. Please notify a member of the Registration Committee tonight if there are any changes to the eligible voters in your household, or if you are new to the village, so we can add you to the list of residents.

Assessors nominees are invited to post a position statement on the town website. Information on how voters can read those statements will be included on the ballot instructions.

Ballots will be mailed around Oct. 12. The deadline for returning ballots is 7:30 pm, Thursday, Nov 3, which will be printed on the ballot instructions that are mailed to each resident. Ballots will be counted on Nov. 3 at the Buzz Ware Village Center. The public is invited to attend, and volunteers are needed to assist the committee with the count. Results will be posted on the bulletin boards and the Village website the day following the vote count.

The primary responsibility of the Registration Committee is to keep a current list of Arden residents. To that end, the Committee has decided to ask routinely at each town meeting for your help. If you know of a new resident, or if someone has moved out of a house on your street, please tell us tonight.

Respectfully submitted,

Cecilia Vore, chair

**Questions/Comments - None**

Registration Report Accepted

**11.10 Safety – Chair Brooke Bovard**

It has come to my attention, through the usual village whisper down the lane, that some folks are feeling the safety committee is not sufficiently communicating our works and intents. This, I suspect, is the

logical outcome of having a committee composed primarily of introverts, with a preponderance of INTJ's . Here, however, I attempt to address that, by giving you a small slice of our activity.

Signs and rights of way: since the last meeting, safety has cleared public rights of way and corrected signage...including at the corner of Hillside and Harvey, where substantial brush and several small trees were removed to improve visibility. This required about 20 person hours, including improvement of stop sign placement.

Signs around the community continue to be replaced in order to bring our traffic control signage into legal compliance. I want to explain that, a bit.

This spring, there was an accident at the corner of Apple Tree, in Ardentown. A county policeman responding to the accident told participants that he was not writing a ticket for running a stop sign because the signage was not DelDOT installed. Town officers in Ardentown contacted me and asked me to look into this, which I did. I spoke extensively with both the county police and individuals in county government, including the legal branch. The conclusion of this was that the county police would enforce our traffic control signage, but that it must all conform to the standards in the manual of uniform traffic control devices. We have been working on this, but the pressure which this brings means we are increasing the speed of our compliance efforts.

After several exceeding just complaints about congestion for temporary parking for the bus stop at Orleans and Harvey, I, again, contacted the first state Montessori and we plan to sign those areas as no stopping standing or parking. Parents have been welcomed by the Arden Club to park there and walk up.

Safety certified several leasehold transfers as being compliant with our ordinances.

After a great deal of firmness with state DelDOT, we have succeeded in getting our Harvey Road stripes repainted. I am unable to report on our progress vis a vis the town maintenance agreement, which is going through the NCC branch. However, I am still calling, and everyone instantly recognizes my name.

Safety has been encouraged to accelerate our enforcement process for ordinance violations. We have no objection to doing this, but I encourage everyone to look to your parking and right of ways. Before enforcement accelerates. A word to the wise is sufficient.

Finally, I would like to introduce an extremely temporary resident. I got a call at dawn, literally, weekend before last. Someone had abandoned a pet chicken, when his assigned gender turned out to be unpopular. The Ardens routinely serve as a dumping ground for unwanted animals, but usually four footed. I captured him, and am looking for a more appropriate home for him. Suggestions, welcomed. I have called various farms, the zoological society, tri state bird rescue, and the Brandywine zoo.

Special thanks to Chris Junk, who is helming the efforts of sign replacement, with the support of the committee.

They're a great bunch.

Safety reminder, as it cools off, please have your heating systems checked and cleaned. Also, it is time to replace your smoke detector batteries.

And finally, I'd like to ask for a minutes of silence in honor of our fallen Wilmington firefighters.

Sincerely,

Brooke Bovard, Chair, for the Safety Committee

**Questions/Comments**

Ed Rohrbach - It has come to his attention that a “Do not enter” sign has appeared at Miller and Orleans. It apparently tells you that Millers Rd is one way from Orleans Rd to Marsh Rd, he guesses. He believes the sign is inappropriate and the location of this sign is very ambiguous. (at the island)

Jeff thinks he is addressing the angle of the sign.

Chris Junk, a member of safety Committee – He refers to a manual that states traffic signs are always to the right of what they are talking about. When you see – Do Not Enter – sign, what they are talking about has to be to the left of it. Then there is another sign – Straight arrow or Left Turn arrow and that is talking about the next lane, which takes you around the island. Ed in response feels as though it says – Do Not Enter- Brooke will take a look at it. She feels as though it is possible it is an angling problem but she feels as though that is where the sign has to be located.

Bill Theis - What is the purpose of the stop sign when you are going east from Millers Rd at the circle?

Brooke - As you come down Millers with the change in the traffic pattern, it is difficult to see. Not because of any infringements on the rights-of-way but because there is a berm and establish planning what is coming from the right hand side. There shouldn't be anything coming from the right hand side. But after a hundred years of practice of having things come from the right hand side and knowing something has gotten in its way, there is a stop sign. Bill expressed he thinks there are too many signs and makes it confusing. He does not believe the stop sign serves any purpose because he thinks there is not visibility problem coming east on Millers coming from Marsh Rd.

Clay Ridings - How many accidents on that circle? Brooke contacted DelDot for records about that circle. There were no recorded accidents that would encourage people to change the traffic pattern that was originally there. Clay – So we really do not have a problem? Brooke – No. The change in the traffic pattern is why there are signs. Clay- But there are lines on the road also. Brooke the lines on the road are not legal traffic control devices. Clay disagrees.

Dave Claney - Suggest put a sign to indicate direction go around circle. Not saying you can't enter.

Brooke- Civic Committee purchased – Do Not Enter- sign and Safety Committee installed it in proper location.

Cecilia is happy with new signs and she believes it was dangerous with head on traffic because of the confusion, visibility and the way it is structured. Cecilia expressed appreciation for the work of Civic and Safety and she does not want to second guess them. She is aware that they are working with regulations and she trusts they are doing their job.

Barbara Henry points out we know the roads because we live here. All it takes is an accident on Harvey Rd in sending strangers down Millers who are not familiar with driving through Arden. The more traffic calming that we can have along Millers, which is where they come, she is all for that. It makes the whole area safer. Especially people walking after dark. She thanked Brooke.

Jeff summary - People would like for Safety to look at the intersection again.

Chris Junk – He does not know what “looking at it means”? Jeff – The Town Assembly is requesting the Safety Committee reanalyze that intersection and confirm that what you have done is what you wanted to do or if there are changes that need to be made.

Safety Report Accepted

## **12.0 Old Business –**

## **13.0 New Business –**

Chris Junk – Noise pollution airplanes approaching Philadelphia international airport. It's been frequent lately and wants to know if there is any way to have them change altitude or flight pattern? Jeff will follow up on this. He has also noticed an increase noise pollution from planes.

Jim Laurino- First responders have difficulty accessing Arden roads because of the trees.

He is proposing that Arden adopt a policy of adhering to National Standards for road access.

Jeff - There is no quorum. The topic needs to be put on the floor and tabled until the next meeting. It

will be put under Old Business at the next Town Meeting. However, this was brought up at advisory meeting and Jeff would encourage Jim (tape not clear very noisy as people leaving to get home to the Trump Clinton Prudential debates) but Jeff encourages Jim to present to Safety Committee first as was suggested at advisory meeting .....Jim comments not clear).

**14.0 Good & Welfare**

Mike Curtis- The Trustees and the Arden Georgists sponsored a class on Henry George and there are now over thirty people involved in Henry George.

Brooke wants to send a Congratulations to the 5<sup>th</sup> Election District (Gild Hall). The turn out on at least one- side of the ticket: 42% recent primary.

The current small members of the Arden school place a memorial reef at the Soldiers and Sailors Memorial in honor of 911. It was removed a couple of days ago.

Jeff thanked all committees for being efficient this evening. (Presidential debate Hilary Clinton and Donald Trump)

**15.0 Motion to Adjourn**

Seconded Adjournment 9:01PM

Respectfully Submitted-

Elizabeth Resko, Town of Arden Secretary

Postcard reminders and agenda will be mailed prior to next Town Assembly meeting

All are welcome hither

Please note: Those attending Town Meetings are eligible to vote are 18 years of age, or older

Attachments Follow

## ATTACHMENTS

### Assets

Arden B&L (Reserve)	\$135,566.87
Arden B&L (Bequest)	27,843.56
M & T Checking Account	61,846.48
Vanguard Bequest Funds	207,954.37
Vanguard	<u>428.69</u>
<b>Total Current Cash &amp; Equiv</b>	<b>\$433,639.97</b>

Land Rent Receivable	27,754.95
<b>Total Current Assets</b>	<b>\$461,394.92</b>

### Income

Land Rent & Related Income	\$620,029.48
Investment Income All Sources	<u>32,176.20</u>
<b>Total Income</b>	<b>\$652,205.68</b>

### Expenses

Village of Arden	\$109,179.31
New Castle County	439,890.17
Rebates	41,193.34
Third Party Engineering / Other	15,810.00
General Administration	<u>20,074.03</u>
<b>Total Expenses</b>	<b>\$626,146.85</b>

UNAUDITED  
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TOWN ASSEMBLY

Village of Arden  
Statement of Financial Activity  
As of September 25, 2016

	<u>3/25/16 - 9/25/16</u>	<u>Budget</u>	<u>% to Budget</u>	
<b>Revenue</b>				
4000 · General Funds - Village	98,000	201,776	48.57%	
* 4100 - Donations, grants, rentals	9,281	-		
+ 4510 · Franchise Fee Receipts	4,508	23,050	19.56%	
4900 · Interest Income	226	-		
<b>Total Revenue</b>	<u>112,016</u>	<u>224,826</u>	<u>49.82%</u>	
<b>Expenses</b>				balance left in budget
6000 · Payroll & Payroll Taxes	5,854	13,298	44.02%	7,444
++ 6300 · Administrative Expenses	16,318	43,092	37.87%	26,774
8000 · Committee Expenses - see detail below	41,771	77,460	53.93%	35,689
8010 · Contributions & Donations	6,450	6,450	100.00%	-
Contingency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	28,771	58,350	49.31%	29,579
9000 · Debt Service	8,090	16,176	50.01%	8,086
<b>Total Expense</b>	<u>107,254</u>	<u>224,826</u>	<u>47.71%</u>	<u>117,572</u>
<b>Surplus (deficit)</b>	<u>4,762</u>	<u>-</u>		
<b>Committee</b>	<u>Actuals YTD</u>	<u>Budget</u>		balance left in budget
Advisory	-	200	0.00%	200
Archives	1,407	1,800	78.16%	393
Assessors	-	50	0.00%	50
Budget	22	75	29.92%	53
Buzz Ware - general operating support	-	5,000	0.00%	5,000
Buzzware renovation fund	2,000	2,000	100.00%	-
Civic	22,406	56,135	39.92%	33,729
Community Planning	4	1,000	0.40%	996
Forest	3,749	6,000	62.48%	2,251
Playground	11,270	3,000	375.67%	(8,270)
Registration	56	200	28.13%	144
Safety	856	2,000	42.80%	1,144
	<u>41,771</u>	<u>77,460</u>	<u>53.93%</u>	<u>35,689</u>

- \* Field Theatre Rentals \$100, Registration donations \$56.25, Arden Club donation to Civic committee \$500, Trustees of Arden \$9,181 due to the sale of Marsh Road Property
- + Comcast = \$2,094 Verizon = \$2,414, Suez Water \$0
- ++ includes insurance premiums of 11,728 vs. budget of \$11,330

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**Village of Arden**  
**Statement of Financial Position**  
**As of September 25, 2016**

Checking/Savings		Notes
1000 - TD Bank	108,179	
1005 - Capital One 360	112,814	
1005 - Capital One 360 - CD's	51,297	Schroeder Bequest
1010 - TD Bank MSA Checking Account	7,715	Municipal Street Aid
1032 - Arden Building & Loan	41,513	BuzzWare \$518, Lecture Series \$2,148, Schroeder Bequest \$38,847
		Schroeder Bequest - initial investment \$301,002, + dividends \$8,547 - brokerage fees \$2,722, less change in market value @ 9/25/16 +10,083
1050 - Raymond James - net value @ 9/25/16	314,890	
1033 - Vanguard Money Market	9,641	Schroeder Bequest
<b>Total Cash</b>	<b>646,049</b>	
<b>LIABILITIES</b>		
2000 - Accounts Payable, Current Liabilities, PR Tax Payable	3,475	
2300 - Mortgage - AB&L Avery Property - Balance as of 3/1/16	36,220	15 yr note at 7% for \$150,000 began 4/26/04
<b>FUND BALANCES</b>		
Buzz Ware Renovation Fund	20,023	
Lecture Series	2,148	
J Schroeder Bequest	405,358	
Memorial Garden	12,397	
Municipal Street Aid	7,715	
Capital Maintenance Fund	12,180	
Village - general fund	105,034	Fund Balance @ 3/24/15 = \$90,249 Fund balance @ 3/24/16 = \$106,644
Vacant Dwelling Fund	21,231	
Buckingham Green Settlement Fund	50,407	
Trustees of Arden Donation	6,079	

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	Special Village Funds							
	BuzzWare			Buzz renovation	Hamburger Lecture Series	J. Schroeder Bequest	Memorial Garden	MSA
	3/25/16 - 9/25/16	Budget	% to Budget	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16
<b>Revenue</b>								
4000 - General Funds - Village	-	-		2,000				
4010 - Donations	689	-		2,000	-	-	2,999	-
4100 - Program Revenue	2,730	10,400	26.25%	-	-	-	-	-
4300 - MSA Grant	-	-		-	-	-	-	16,519
4400 - Rentals	9,418	29,000	32.47%	6,937	-	-	-	-
4520 - Vacant Property Registration Fees	-	-		-	-	-	-	-
4900 - Interest & Dividend Income	-	-	0.00%	-	-	3,043	-	-
9900 - Unrealized gains on Investments	-	-	0.00%	-	-	10,063	-	-
<b>Total Revenue</b>	<b>12,837</b>	<b>39,400</b>	<b>32.58%</b>	<b>10,937</b>	<b>-</b>	<b>13,106</b>	<b>2,999</b>	<b>16,519</b>
<b>Expenses</b>								
6000 - Payroll & Payroll Taxes	9,203	22,600	40.72%	-	-	-	-	-
6300 - Administrative Expenses	46	315	14.44%	-	-	-	-	-
6310 - Janitorial Supplies	532	1,500	35.50%	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	1,750	4,750	36.84%	-	-	-	-	-
7060 - Licenses/Permits/Fees/AlarmMonitoring	474	1,102	43.02%	-	-	-	-	-
7600 - Repairs & Maintenance	-	2,000	0.00%	12,431	-	-	-	9,800
8000 - Program Expenses	3,566	7,500	47.55%	-	-	4,204	1,889	-
<b>Total Expense</b>	<b>15,571</b>	<b>39,767</b>	<b>39.16%</b>	<b>12,431</b>	<b>-</b>	<b>4,204</b>	<b>1,889</b>	<b>9,800</b>
<b>Surplus (Deficit)</b>	<b>(2,735)</b>	<b>(367)</b>		<b>(1,494)</b>	<b>-</b>	<b>8,902</b>	<b>1,110</b>	<b>6,719</b>
<b>Carried forward fund balance</b>				<b>21,517</b>	<b>2,148</b>	<b>396,456</b>	<b>11,287</b>	<b>996</b>
<b>Fund balance</b>				<b>20,023</b>	<b>2,148</b>	<b>405,358</b>	<b>12,397</b>	<b>7,715</b>

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	Capital/Maint/Re palFund	Vacant Dwelling Fund	Buckingham Green Fund	Labyrinth Fund	Playground Mound	Trustees Donation
	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16
	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16	3/25/16 - 9/25/16
<b>Revenue</b>						
4000 - General Funds - Village	10,000	-	-	-	-	-
4010 - Donations	-	-	-	-	3,702	6,079
4100 - Program Revenue	-	-	-	-	-	-
4300 - MSA Grant	-	-	-	-	-	-
4400 - Rentals	-	-	-	-	-	-
4520 - Vacant Property Registration Fees	-	1,700	-	-	-	-
4900 - Interest & Dividend Income	-	-	-	-	-	-
9900 - Unrealized gains on Investments	-	-	-	-	-	-
<b>Total Revenue</b>	<b>10,000</b>	<b>1,700</b>	<b>-</b>	<b>-</b>	<b>3,702</b>	<b>6,079</b>
<b>Expenses</b>						
6000 - Payroll & Payroll Taxes	-	-	-	-	-	-
6300 - Administrative Expenses	-	-	-	-	-	-
6310 - Janitorial Supplies	-	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	-	-	-	-	-	-
7060 - Licenses/Permits/Fees/AlarmMonitoring	-	-	-	-	-	-
7600 - Repairs & Maintenance	25,000	-	-	-	-	-
8000 - Program Expenses	-	-	12,388	1,281	7,702	-
<b>Total Expense</b>	<b>25,000</b>	<b>-</b>	<b>12,388</b>	<b>1,281</b>	<b>7,702</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>(15,000)</b>	<b>1,700</b>	<b>(12,388)</b>	<b>(1,281)</b>	<b>(4,000)</b>	<b>6,079</b>
<b>Carried forward fund balance</b>	<b>27,180</b>	<b>19,531</b>	<b>62,795</b>	<b>1,281</b>	<b>4,000</b>	<b>-</b>
<b>Fund balance</b>	<b>12,180</b>	<b>21,231</b>	<b>50,407</b>	<b>-</b>	<b>-</b>	<b>6,079</b>

## 2017 – 2018 ARDEN BUDGET BALLOT

for the expenditure of Town funds for the fiscal year beginning March 25, 2017, and ending March 24, 2018

See accompanying notes to Fiscal Year 2017-2018 Arden Budget Ballot on back of this form.

<b>PROJECTED INCOME</b>			<b>PROJECTED EXPENSES</b>		
	<u>Notes</u>		<u>Non-Budget Expenses</u>	<u>Notes</u>	
Land Rent	<b>1</b>	\$ 627,680	County Taxes	<b>5a</b>	\$ 87,418
Delaware Municipal Street Aid	<b>2</b>	\$ 16,731	School Taxes	<b>5b</b>	\$ 396,106
Interest and other Income	<b>3</b>	\$ 23,050	Trash Service	<b>6</b>	\$ 57,600
Buzz Ware Village Center	<b>4</b>	\$ 43,000	Trust Administration	<b>7</b>	\$ 26,006
			Village Non-budget	<b>8</b>	\$ 56,968
			Buzz Ware Operations	<b>9</b>	\$ 43,667
			Buzz Ware Renovation Fund	<b>9</b>	\$ 2,000
			Long-term Debt Service	<b>10</b>	\$ 16,176
			Delaware Municipal Street Aid	<b>11</b>	\$ 16,731
Total Projected Income		\$ <b>710,461</b>	<b>Total Non-Budget Expenses</b>		\$ <b>702,672</b>
Reserve Funds	<b>3</b>	\$ <b>265,600</b>	<b>Proposed Budget Expenses</b>		\$ <b>108,500</b>
<b>TOTAL Funds Available</b>		\$ <b>976,061</b>	<b>TOTAL Expenses</b>		\$ <b>811,172</b>

**DIRECTIONS FOR VOTING:** Please choose one of the following - either #1 **OR** #2:

**#1.** Approve or disapprove the entire budget by marking an X in the box next to your choice.

I approve of the entire budget..... ☐

I disapprove of the entire budget ..... ☐

**OR**

**#2.** Disapprove individual items by marking an X in the accompanying box (☒).

Any items not marked will be counted as approved.

*If you choose to disapprove individual items below, DO NOT mark either of the items in #1 above.*

	<u>NOTES*</u>		<u>disapprove</u>		<u>NOTES*</u>		<u>disapprove</u>
Advisory Committee	<b>12</b>	\$ 200	<input type="checkbox"/>	Safety Committee: General	<b>22</b>	\$3,400	<input type="checkbox"/>
Archives Committee	<b>13</b>	\$ 1,800	<input type="checkbox"/>	Safety: Speed Enforcement	<b>23</b>	\$1,000	<input type="checkbox"/>
Board of Assessors	<b>14</b>	\$ 100	<input type="checkbox"/>	Buzz Ware Support	<b>24</b>	\$5,000	<input type="checkbox"/>
Budget Committee	<b>15</b>	\$ 100	<input type="checkbox"/>	Donations – ACRA	<b>25a</b>	\$2,000	<input type="checkbox"/>
Capital Fund	<b>16</b>	\$ 10,000	<input type="checkbox"/>	Donations – Arden Page	<b>25b</b>	\$ 500	<input type="checkbox"/>
Civic Committee	<b>17</b>	\$58,000	<input type="checkbox"/>	Donations – Arden Library	<b>25c</b>	\$ 1,050	<input type="checkbox"/>
Community Planning Committee	<b>18</b>	\$ 1,000	<input type="checkbox"/>	Donations – Fire Companies	<b>25d</b>	\$1,600	<input type="checkbox"/>
Forest Committee	<b>19</b>	\$ 8,000	<input type="checkbox"/>	Donations – Arden Club	<b>25e</b>	\$ 500	<input type="checkbox"/>
Playground Committee	<b>20</b>	\$4,000	<input type="checkbox"/>	Contingencies	<b>26</b>	\$10,000	<input type="checkbox"/>
Registration Committee	<b>21</b>	\$ 250	<input type="checkbox"/>				

## **POLICY STATEMENTS:**

1. The total approved expenditure limits the fiscal year (FY) expenditure to that amount unless additional funds are approved by referendum. Funds may be shifted between line items with approval of the committees involved and the Town Treasurer.
2. Income received by a committee outside of this budget will be earmarked for that committee to spend above the budgeted money approved by referendum. In addition, those monies can be carried over year over year for that committee with approval of the Town Treasurer.

## ***\*Notes to 2017 – 2018 ARDEN BUDGET BALLOT • Prepared Sept. 2016***

### **INCOME:**

1. **Land Rent** – Based on Assessors' report from June 2016 Town Meeting. Note that Trustees will transfer money to the town to cover Town's budget.
2. **Delaware Municipal Street Aid** – Annual street aid. The State of Delaware is providing funds for the FY 2017.
3. **Interest and other Income** – Income from the following sources:
  - a. Rights-of-way
    - i. Cable – \$8,600
    - ii. Antenna – \$6,500
  - b. Investment income – \$7,950

**Reserve** – Combination of Trustees' Prudent Reserve (\$157,600) and Town's Prudent Reserve (\$103,000) and accrued capital fund of \$5,000.
4. **Buzz Ware Village Center** – Estimated income for 2017/18 based on projected revenues from rentals, programs, grants, and donations provided 9/2016.

### **NON-DISCRETIONARY EXPENSES:**

5. **Property Taxes** – Increase of \$42,546 from 2016-2017 budget.
  - a. **County Taxes** – New Castle County taxes are estimated to increase by \$2,546 compared to YE 2016 levels.

- b. School Taxes – School Taxes are estimated to increase \$41,000 vs YE 2016 (referendum).

NOTE: The New Castle County property and school taxes are grossed up to include rebates paid to qualifying leaseholders.

**6. Trash/Recycle Service** – Decrease of \$50 (rounding).

**7. Trust Administration**

- a. Audit – \$5,017
- b. Professional/Legal – \$5,986
- c. Administrative/Operations – \$12,603
- d. Office Rent – \$2,400

**8. Village Non-budget**

- a. Operation and Fees – \$24,000
- b. Insurance – \$11,670 (Trust and Village)
- c. Salaries - \$11,450/Bookkeeper \$5,000
- d. Payroll taxes – \$1,848
- e. 2017/18 Office Upgrade – \$3,000

**9. BWVC Operations** – Estimated expenses for operating the facility and running programs : This entry includes all utilities, payroll, licenses and fees to operate the building. This entry does not include insurance expenses for operating and maintaining the facilities (note 8). BWVC Renovation Fund from Arden of \$2,000 matches other villages' recent annual contributions.

**10. Long-term Debt Service** – Purchase of Sherwood Forest property.

**11. Delaware Municipal Street Aid** – Annual Street Aid – pass-through expense.

**DISCRETIONARY BUDGET EXPENSES:**

**12. Advisory Committee** – No change

**13. Archives Committee** – No change

**14. Board of Assessors** – \$50 increase

**15. Budget Committee** – \$25 increase

**16. Capital Fund** –\$10,000 increase from prior drawdowns (Current balance is \$5,000)

**17. Civic Committee**– 3% increase

**18. Community Planning** – No change

**19. Forest Committee** – \$2,000 increase

**20. Playground Committee** – \$1,000 increase

**21. Registration Committee** – \$50 increase

**22. Safety Committee** – \$2,400 increase to upgrade signs/posts to conform to MUTCD standards.

**23. Speed Enforcement** – Harvey Rd. fees. - No change

**24. Buzz Ware Support** – Village support for BWVC based on prior years' experience in Maintenance & Operations. These funds would only be used in case of budget income shortfall from rentals.

**25. Town Expenses**

- a. ACRA Donations – No change
- b. Arden Page Donations – \$1,000 decrease
- c. Arden Library Donation – \$200 increase
- d. Fire Companies Donation – No change
- e. Arden Club Donation – No change

**26. Contingencies** – No change.

**Deadline:**

**Ballots must be received by**

**7:30pm Tues Nov 4, 2016**

## TOWN ASSEMBLY VILLAGE OF ARDEN

Date \_\_\_\_\_ Page \_\_\_\_\_

Town Assembly

Apr 26 2011

## SIGN IN SHEET

Please sign your name clearly.

Thank you.

NV after your name = non-voter

P/N/V

- |                       |                        |
|-----------------------|------------------------|
| 1. CAROL LARSON       | 22. Sam Panella        |
| 2. Mike Curtis        | 23. Mary Kanan         |
| 3. Julia McNeil       | 24. Bill Thers         |
| 4. Michelle Ferraro ? | 25. Katrina Streiff    |
| 5. Eleanor Fien ?     | 26. Marnia Schefflen   |
| 6. Chris Junk         | 27. Cynthia Demick     |
| 7. Cecilia Vore       | 28. David Gerbec       |
| 8. Hugh Roberts       | 29. ED ROHRBACH        |
| 9. David Michelson    | 30. Ron Meike          |
| 10. Gary Quinton      | 31. Jill Althouse-Wood |
| 11. MARY MURPHY       | 32. Mark Wood          |
| 12. [Signature]       | 33. DENIS O'REGAN      |
| 13. Sally SHARP       | 34. Shane Reilly       |
| 14. Mookie OHLSON     | 35. Bruce Bovine       |
| 15. Steven Threagust  | 36. Steve Harcourt     |
| 16. DANNY SCHWEERS    | 37. [Signature]        |
| 17. BARBARA MACKLEM   | 38. WARREN ROSSMAN     |
| 18. Gordon Jenks      | 39. CARL FALCO         |
| 19. Robert MacDonald  | 40. Lynda Kolski       |
| 20. ELAINE HICKIN     | 41. David Clancy       |
| 21. Ruth Panella      | 42. LARRY WALKER       |
|                       | 43. Elizabeth Varley   |

Name

TOWN ASSEMBLY VILLAGE OF ARDEN  
DATE

Print Name

44 Mary Younger

63

45 Barbara Henry

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46 Toby Riving

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47 Clay Riving

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48 Jan Wheeler

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49 JIM LAURINO

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50 Randy Hoopes

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